

GREAT NECK LIBRARY ASSOCIATION

MINUTES OF THE ANNUAL MEETING

JANUARY 27 AND JANUARY 28, 1997

The Annual Meeting of the Great Neck Library Association was held at the offices of the Library on Monday, January 27, 1997 and Tuesday, January 28, 1997, on Bayview Avenue and Grist Mill Lane, Great Neck, N.Y. 11024.

MONDAY, JANUARY 27, 1997

Steve Glaser, Acting Secretary, called the meeting to order at 10:00 a.m. Monday, January 27, 1997 for the purpose of voting for members of the Board of Trustees and members of the Nominating Committee. Mr. Glaser requested that the Library Director verify that over one hundred proxies had been received by the Library, constituting a quorum of the Association. He did so. There were members of the Association who observed the voting process at both locations.

Voting took place from 10:00 a.m. to 10:00 p.m. at two locations: the Main Library on Bayview Avenue for those residing in zip codes 11021, 11023, 11024 and 11363, and at Parkville Branch Library on Campbell Avenue or those residing in zip codes 11020, 11030, 11040 and 11362. After voting was concluded at 10:00 p.m. the business portion of the meeting was recessed until 8:00 p.m., Tuesday, January 28, 1997.

On Tuesday, January 28, 1997, at 10:00 a.m., the two Election Supervisors (hired by the Great Neck Library for the purpose of this election), Director and Business Manager met to tabulate the paper proxy ballots. The two Election Supervisors began the process by opening the envelopes. The Director and Business Manager prepared the proxies for counting. They copied the entire proxy and removed the bottom signature part. The proxies were then tabulated by the Election Supervisors, Director and Business Manager. Jo Ann Farley, President, Ralene Adler, Treasurer and members of the Association observed the counting of the proxies. Final tabulation of the proxies was completed at 4:00 p.m., Tuesday, January 28, 1997. The official election results were to be announced at the Business Meeting.

TUESDAY, JANUARY 28, 1997

The business part of the Annual Meeting of the Great Neck Library was held at 8:00 p.m. on Tuesday, January 28, 1997 at the offices of the Library on Bayview

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Avenue at Grist Mill Lane, Great Neck, N.Y. 11024.

The following Trustees were present constituting a quorum of the Board:

Jo Ann Farley, President
Steve Glaser, Vice President
Marietta DiCamillo, Secretary
Ralene Adler, Treasurer
Elayne Bernstein, Assistant Treasurer
Muriel Kane
Renée Zarin

Also Present:

Ken Weil, Library Director
H. Neil Zitofsky, Business Manager
William Cullen, Library Counsel
Attendance sheet attached.

CALL TO ORDER

President Jo Ann Farley reconvened the Annual Business Meeting at 8:10 p.m. and welcomed all present.

ANNOUNCEMENT OF ELECTION RESULTS

Steve Glaser, Acting Secretary announced the results of the election:

<u>For Trustees: Two Elected</u>	<u># Votes</u>
Marietta DiCamillo — 4 year term	1,048
William Morrill	970
Dr. Mischa Schwartz — 4 year term	1,579

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For Nominating Committee: Three Elected

Jean Christie — 2 year term	1,566
Linda Cohen — 2 year term	1,004
Hanna J. Packer	948
Marianna Wohlgemuth — 2 year term	1,036
Alice C. Nayer	962

PRESIDENT'S WELCOMING REMARKS AND REPORT - JO ANN FARLEY

On behalf of the entire Board of Trustees, I'm pleased to welcome you to the Great Neck Library Association annual meeting. 1996 was an incredibly busy year. The Board worked extraordinarily hard and is justly proud of its accomplishments. Over two dozen board meetings attended by record numbers of community residents were held. Public participation reached new heights. People joined in open discussions, raised questions and expressed their concerns. This openness applied as well to the meetings of our various committees.

For the first time, Committee Meeting Agendas were posted in all four libraries and members of the Public were included as active participants in committee discussions. Branch Committee meetings at Lakeville and Parkville were inspired and enlightened by the advisory committees. Consideration was given to the uniqueness of each of the Branch population as well as those aspects commonly shared. The Branch Committee and advisory groups are going forward in formulating plans to enable the branches to delivery exemplary library service to their respective communities well beyond the year 2000. We are pleased that the new room at the Parkville Branch will be renovated as soon as possible and equally pleased to have concluded a new 5 year lease for the Lakeville Branch. The Main Library's needs will continue to be addressed in the coming year. The members of the Policy and By-Laws Committee will continue meting and recommending changes that will allow for the greater dialogue between members of the Association (you) and your elected representatives (the Board). Proposed changes will be presented at a public meeting and be voted upon by members of the Association as detailed in the current By-Laws.

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1996 was a year of exemplary development and productivity for staff. Significant numbers of staff from all departments took part in training sessions, learning about our online and CD-ROM services to enhance their own knowledge so that they are better able to assist members of the Public.

The Board welcomes this opportunity to acknowledge the efforts made by management and each and every member of our staff to ensure that everyone visiting our library receives quality attention. Regular users are warmly greeted by the members of the circulation department, new adult library cardholders are welcomed and receive a packet filled with materials that will help them learn about our library. Reference librarians pleasantly and efficiently provide assistance in finding appropriate resources to answer patrons' informational needs; they located requested books. Audio tapes or videos and introduce, instruct, and assist all those unfamiliar with our OPAC (Online Public Access Computer) CD-ROM databases and of the World Wide Web. On those occasions when our resources cannot fill patrons requests, staff aids in the search for items and initiates interlibrary loans. Let us not forget, those very busy behind the scenes individuals who process all the materials in our collections. They deserve to be publicly thanked, as well

Our children's and youth services staffs are incredibly tuned in to the needs of the people they serve. Parents/Grandparents or other care givers attend story times, toy time, use the computers and yes, even surf the World Wide Web with their young companions. They gather together to participate in workshops, enjoy performances, and meet friends new and old, often lingering for extended periods to sample the wonders available to them, finally leaving, their arms laden with books and tapes to enjoy at home.

The talented and creative Levels and Jr. Levels staff continues to demonstrate flexibility and professionalism, enabling their pre-teen and teenage participants to engage in exciting projects. We are looking forward to see what programs develop next year under the guidance of the Levels' Director and the new members of his team.

Our 1996 turnstile count tells us that more individuals visited the library than in the previous year. Though undocumented by figures, staff will tell you that people are

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spending more time than in the past when visiting the Library . . . browsing through books, magazines, financial reports and newspapers. Despite the growth of electronic information databases and their accessibility from home, books continue to be basic to our public and our library is still the place where people gather.

1996 found our Programming Department engaged in many hours of community outreach. They networked with a variety of community groups to develop current and future cultural programs. We celebrated the Iranian New Year, worked with the Chinese Cultural Committee of Great Neck in planning the upcoming celebration of the Chinese New Year (February 8). Back to back exhibits of Chinese art; one featuring a group of Chinese-American artists followed by an exhibition of Farmer's Paintings from the Chinese mainland (pending Chinese governmental approval) are in our schedule. The Japanese woman's chorus will be performing again in the fall of 1997. Jerusalem 3000 was celebrated with a musical recital in 1996, and will be revisited with a photographic exhibit and lecture provided in cooperation with the Israeli consulate. Keep reading the newsletter for information about these and other exciting happenings planned for you. Every program presents an opportunity for dialogue between residents and library personnel.

None of this could happen without the hard work of the members of the Maintenance Department. They clear the ice and snow, keep the building clean, set up the rooms for programs — and break them down afterwards, keep the copy machines operational and perform countless other tasks that we all take for granted. We are happy to publicly express our appreciation to them tonight.

What is a library today? We are books and much, much more. Within our libraries' walls, users of all ages can be found seeking information from books and magazines in the stacks, at the OPAC terminals and surfing the World Wide Web. While our statistics may show that Dial-In inquiries are up and fewer items from the collection are being borrowed, we are seeing an increase in the number of people visiting the buildings and using our resources. Readers can be found at all our libraries browsing magazines, newspapers and the collections to find the right book to take home with them.

The winds of change in information delivery continue to have an enormous

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impact on the way the people use libraries. The Board, advised by our professional staff, is aware of the impact of rapidly changing technology. A new technology appears, only to be replaced, almost instantaneously, by yet a different and of course "better" one. Library Boards nationwide are constantly reviewing, considering, rejecting, reevaluating, planning for and implementing new formats. This dynamic process is fast-paced, as well as fascinating, frustrating and rewarding all at the same time. This exciting challenge will continue to engage us for years to come.

1997 AND BEYOND

As the year 2000 approaches, the Board looks forward to planning a library that will excel in the 21st century. The Board is committed to a process that will determine how the Great Neck Library System, facility by facility and the total entity will look and function in the future.

I have not mentioned specific details or statistics this evening. The Annual Report for 1996 provides that information for you. Please take home a copy and read it. I trust you will be as proud as the Board is of the way our Library functions. Thank you.

SECRETARY'S REPORT — MARIETTA DICAMILLO

The Secretary reported that copies of the Minutes of the 1996 Annual Meeting were in the annual Report given to each member present. Upon motion made by Marietta DiCamillo, seconded by Elayne Bernstein, it was,

RESOLVED, to dispense with reading of the Minutes of the Annual Meeting of January 29 and 30, 1996 and that the Secretary cast one ballot to accept the Minutes as presented.

VOTE: Yes: 7 (Adler, Bernstein, DiCamillo, Farley, Glaser, Kane, Zarin)
MOTION CARRIED UNANIMOUSLY.

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TREASURER'S REPORT — RALENE ADLER

The Treasurer thanked the community for their trust and confidence. She also thanked the business office staff for their work during this transitional year. She stated that we are fortunate to have the Graber Firm as our auditors and the 1996 audit will be presented at the February Regular Meeting of the Board of Trustees. She continued with the fact that this year the Board hired Mr. Neil Zitofsky as our Business Manager, and for the past eight months, Mr. Zitofsky has worked closely with the Director, the Board and the Graber Firm toward implementation of the procedural changes as recommended in the *1995 Review of the Library's Accounting System*. The highlights of 1996 included:

- A) We have approached 100% compliance with the above report.
- B) Passing a budget that maintained all levels of service with only a 9/10% tax increase.
- C) Established a warrant system for releasing of all payments.
- D) Authorized a computerized purchase order system.
- E) Established a centralized purchasing system for non-library materials.
- F) Consolidated bank accounts to facilitate cash management and improve cash opportunities.
- G) Reduced the number of funds from seven to three.

The Treasurer concluded this portion by thanking Mrs. Gill, the bookkeeper, for her effort in these areas. The Treasurer then reviewed highlights of the preliminary revenues and expenditures for the year ending December 31, 1996.

LIBRARY DIRECTOR'S REPORT — KEN WEIL (ATTACHED TO THE MINUTES)

PRESENTATIONS

President Jo Ann Farley presented Muriel Kane, member of the Great Neck Library Board of Trustees (July 1979 - January 1997) with a certificate. Jo Ann Farley read the certificate, *In appreciation for your eighteen years of devoted leadership as a member of service as Treasurer and Assistant Treasurer of the Board have served*

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the Great Neck Community well. Additionally, we recognize your participation and your impressionable contributions to numerous other Board Committees.

Jo Ann Farley presented Dr. Alfred B. Udow, Nominating Committee Member (1993 to 1997) and Nominating Committee Chairman (1995 to 1997) with a certificate. Jo Ann Farley read the certificate, *In acknowledgment of your dedication to the Great Neck Library and its Community, we recognize your leadership in guiding the Nominating Committee, maintaining our institution's standards and its position as one of premier suburban libraries in the country, you have served our community well.*

Jo Ann Farley presented Steven H. Losi, Nominating Committee Member (1993 to 1997) with a certificate. Jo Ann Farley read the certificate, *In appreciation for your four years of service on the Nominating Committee, your dedication to the Library and your efforts in selecting qualified candidates to maintain our institution's standards and its position as one of premier suburban libraries in the country, you have served our community well.*

OLD BUSINESS: NONE

NEW BUSINESS:

Upon motion made by Steve Glaser, seconded by Marietta DiCamillo, and after discussion, it was,

RESOLVED, that the Board of Trustees approve the Memorandum of Agreement between the Great Neck Library Staff Association and the Board of Trustees in the form annexed and the President of the Board of Trustees is authorized to execute the said Memorandum of Agreement on behalf of the Board of Trustees.

VOTE: Yes: 7 (Adler, Bernstein, DiCamillo, Farley, Glaser, Kane, Zarin)
MOTION CARRIED UNANIMOUSLY.

Upon motion made by Steve Glaser, seconded by Marietta DiCamillo, and after discussion, it was,

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RESOLVED, that the Board of Trustees approve the Stipulation of Settlement with Aaron Cohen Architects, P.C., in the form annexed and the Board President is authorized to execute the said Stipulation of Settlement on behalf of the Board of Trustees.

VOTE: Yes: 7 (Adler, Bernstein, DiCamillo, Farley, Glaser, Kane, Zarin)
MOTION CARRIED UNANIMOUSLY.

OPEN TIME: NONE

ADJOURNMENT

Upon motion by Renée Zarin, and seconded by Elayne Bernstein, and unanimously approved, the meeting was adjourned at 8:54 p.m.

Respectfully submitted,



Marietta DiCamillo
Secretary